

8 June 1951

MEMORANDUM FOR: Assistant Director for Special Operations  
Assistant Director for Policy Coordination  
Assistant Director for Operations  
Assistant Director for Collection and Dissemination  
Assistant Director for Research and Reports  
Assistant Director for National Estimates  
Assistant Director for Intelligence Coordination  
Assistant Director for Current Intelligence  
Assistant Director for Scientific Intelligence  
Director of Training  
General Counsel  
Assistant Deputy (Inspection and Security)  
Chief of Administrative Services  
Comptroller  
Chief, Medical Staff  
Personnel Director  
Chief of Procurement  
Chief of Audit

Document No. 006

NO CHANGE in Class. ☒

☐ DECLASSIFIED

CLASS. CHANGED TO: TS S C

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: 2/14/77 By: 008

SUBJECT: Management Analysis of Agency Personnel and Personnel Security Programs.

1. The Deputy Director (Administration) has directed the Management Analysis Office to subject the policies, practices, organization and methods bearing upon personnel and personnel security processing matters to management analysis.

2. The survey will include an intensive study of personnel and personnel security policies, practices and methods in order to make recommendations concerning expedite processing of applicants for entry on duty and other aspects. This result cannot be achieved, of course, without the cooperation of all concerned. Where necessary, related processes having an effect upon the central problem must also be examined. For example, it is entirely possible that the Agency's system for promotion and transfers may have a bearing upon the study. Likewise, the use of vouchered funds versus unvouchered funds for the payment of salaries may also have a bearing upon the situation.

3. Each Office of the Agency will be approached in the near future by [redacted] both of whom will represent the Management Analysis Office on the survey. Advance notification of their arrival is being rendered you in order that you may select one individual in your Office to work with the above named representatives. Advance preparation by your representative in gathering facts related to the central issue would serve to expedite the study and would be greatly appreciated.

25X1A9a

25X1A9a